

Memorandum

Department of Planning, Public Works & Parks

To: Mike Herring, CA

From: Mike Geisel, DPPW & P

Date: 4/11/2012

Re: Cooperative Purchasing Program
National Intergovernmental Purchasing Alliance
Parks and Ground Maintenance Equipment Contract



As you are aware, the City of Chesterfield's purchasing manual encourages the use of cooperative procurement programs in order to obtain competitive pricing, take advantage of large quantity pricing structures, minimize wasted time and effort in the preparation of redundant bid documents, and to take full advantage of the efforts of other governmental agencies efforts in the purchase of like materials. However, according to our procurement policies, the City Council must first approval participation in the specific cooperative program by resolution. An excerpt of the City's procurement policy is provided below:

Department Heads or City Clerk are encouraged to use cooperative purchasing programs sponsored by the State of Missouri or other jurisdictions. Cooperative purchasing can prove advantageous to the City both by relieving Department Heads or City Clerk of the paperwork necessary to document the purchase and by taking advantage of the large quantity purchases made by State Government. Purchases made through these programs have met the requirements of competitive shopping and require no further documentation. Department Heads or City Clerk are encouraged to check with the State and other jurisdictions regarding cooperative procurement contracts in effect prior to making any large purchases. Insofar as the City Council has adopted an ordinance or resolution authorizing the City to participate in a cooperative purchasing agreement with another jurisdiction, the City Administrator has the authority to approve such purchases without seeking separate, formal City Council approval on each item.

As a qualified governmental agency, we have access to the National Intergovernmental Purchasing Alliance - Parks and Ground Maintenance Equipment Contract. Select large public agencies have agreed to serve as principal procurement agencies, utilizing their staff time and resources in obtaining competitive bids available to qualified agencies nationwide. The City of Chesterfield purchases multiple items and equipment that are available through the National Purchasing Alliance. In conjunction with our 2012 scheduled and budgeted equipment replacement, we are currently seeking competitive pricing on a 5 reel mower, Field Groomer and top dresser.

The National IPA organization indicates that the City of Chesterfield is a participating agency. However, we are unable to find any documentation which validates our participation. In order to assure that we are in full compliance with our procurement

Mike Herring
March 19, 2012
Cooperative Purchasing Program
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policies and City codes, City Council has the sole discretion to authorize the City's participation in this cooperative purchasing organization. As such, **I request and recommend that the City Council consider passage of the attached resolution which authorizes participation in the National Intergovernmental Alliance.**

If you have any questions or require additional information, please advise.

Concurrence: Brian Whittle
Brian Whittle, Finance Director\Assistant City Administrator

Attachment

Cc: Brian Whittle, Finance Director\Assistant City Administrator
Tom McCarthy, Parks and Recreation Director

ok'd
JRM
4/11/12

→ P/R COMMITTEE
(WITH AGENDA)
PACKET

A RESOLUTION AUTHORIZING THE CITY OF CHESTERFIELD TO PARTICIPATE IN THE INTERGOVERNMENTAL PURCHASING ALLIANCE - COOPERATIVE PURCHASE PROGRAM.

WHEREAS, the City Council of the City of Chesterfield, Missouri, pursuant to the authority granted by the Missouri Revised Statutes, Chapter 70, specifically permits political subdivisions to contract and cooperate with any other governmental entity or with "any private person, firm association or corporation, for the planning, service, development, construction, acquisition or operation of any public improvements of facility, or for a common service; provided, that the subject and purposes of any such contract or cooperative action made and entered into by the political subdivision is within its scope of powers"; and

WHEREAS, the City of Chesterfield's purchasing manual encourages the use of cooperative procurement programs in order to relieve the burden of unnecessary paperwork, and provide the benefit of competitive, high volume pricing for commodities or services; and

WHEREAS, The National Intergovernmental Purchasing Alliance is available for use by public agencies in multiple states;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THIS CITY OF CHESTERFIELD, MISSOURI AS FOLLOWS:

The City Council hereby authorizes participation in the Intergovernmental Purchasing Alliance. The City Administrator is hereby authorized to execute all required documents, to accomplish participation in this program.

This resolution passed ordinance shall be in full force and effect from and after its passage and approval.

Passed and approved this ____ day of _____, 2012.

Mayor _____

ATTEST: _____

City Clerk

MEMORANDUM

TO: Mike Geisel, Director of Planning, Public Works & Parks

FROM: Thomas McCarthy CPRP, Parks and Recreation Director

DATE: April 11, 2012

SUBJECT: Equipment purchase through the National IPA Parks and Ground Maintenance Equipment contract.



Mike, Steve has requested the ability to get approval to use the National IPA Parks and Ground Maintenance Equipment Contract. He would like to purchase several pieces of equipment that is in our budget for this fiscal year. By using this agreement which is similar to the Missouri state Bid we are getting rid of several pieces of equipment that are worn out and getting new replacement equipment at a substantial savings. As you can see in Steve's attached memo there is a 21.8% savings off of list price.

With your approval we would like to move forward and get the proper approval to use the IPA contract and purchase the equipment listed in Steve's memo.

*Attached is

- Steve's recommendation
- Pricing information
- The national intergovernmental purchasing alliance administrative agreement
- Our NIP Number and a current list of users.

Please let me know if you have any questions or require additional information.

MEMORANDUM

TO: Mike Geisel,
Director of Planning, Public Works and Parks & Recreation

FROM: Steve Jarvis, Assistant Director of Parks & Recreation

DATE: April 11, 2012

SUBJECT: 5 Reel Mower, Field Groomer and Top Dresser



As a direct result of the equipment replacement cycle, the Parks Staff secured competitive bid pricing for the provision of a 5 Reel Mower, Field Groomer and Top Dresser. The pricing was secured from the National IPA Parks and Ground Maintenance Equipment Contract. The contract allows member agencies to take advantage of the competitive pricing contract secured by the City of Tucson, AZ. The City of Tucson issued a RFP to establish a national cooperative contract for parks and golf grounds maintenance equipment, including parts and services in August of 2007. The executed a contract with The Toro Company in October of 2007. The initial one year agreement from October , 15, 2007 through October 14, 2008, with the option to renew for four additional one-year periods through October 14, 2012. The contract has been renewed with the current period being October 15, 2011 through October 14, 2012. The Bid was to furnish equipment, materials, and delivery necessary for equipment as specified.

The Parks staff demonstrated multiple makes of equipment and determined that the Toro brand 5 Reel Mower, Field Groomer and Top Dresser best met our maintenance needs. Staff was also able to leverage our buying power by purchasing this equipment as a package. Staff also was able to secure trade in pricing for a 3 reel mower and 5 reel mower that are being replaced. MTI Distributing offered a package trade in value of \$12,316 for the two reel mowers

The National IPA contract pricing offered substantial savings to the City. The pricing breaks down as follows;

<u>Equipment</u>	<u>List</u>	<u>Discount</u>	<u>IPA Price</u>	<u>Savings</u>
Reelmaster 5210	\$50,017.17	21.8%	\$39,113.43	\$10,903.74
MH-400 EH2	\$36,153.00	21.8%	\$28,271.65	\$7,881.35
Sand Pro 3040	\$24,868.00	21.8%	\$19,446.78	\$5,421.22



MTI Distributing Equipment Proposal



Brian Winka / Steve Jarvis
City of Chesterfield - NIPA3606
165 Public Works Dr
Chesterfield, MO 63005
636-680-9815

Expiration Date: 5/11/2012
Quote ID: T232-2012-0411

National IPA Contract 083004-01*

Item #	Description	MSRP	Discount	Net Price	Trade In
03660	Reelmaster 5210	\$50,017.17	21.8%	\$39,113.43	\$39,113.43
03694	8 Blade Cutting Unit				
107-3280	Rear Roller Scraper				
110-9600	High Height of Cut Kit (HOC to 2")				
85-4750	Diagnostic Display Box				
08703	Sand Pro 3040	\$24,868.00	21.8%	\$19,446.78	\$19,446.78
08731	Mid-Mount ASM				
08734	Solid Tine Toolbar				
08766	Sport Field Edger				
08761	QAS Nail Drag				
08781	Rear Remote Hydraulics				
LB 400	[Non-Toro Part]: Rahn Lip Broom			\$2,473.00	\$2,473.00
44934	MH-400 EH2 Wireless	\$36,153.00	21.8%	\$28,271.65	\$28,271.65
44938	MH-400 Cross Conv/ Swivel Kit/ Option Caddy				
44944	MH-400 Twin Spinner (SH/EH)				
	*Package Trade Value, 2002 John Deere 2653				(\$3,800.00)
	*Package Trade Value, 2003 John Deere 3235				(\$8,516.00)
				New Equipment	\$89,304.86
				Trade In Equipment	(\$12,316.00)
				Quote Price Subtotal	\$76,988.86

- *Package Trade Values valid with purchase of entire quoted equipment purchase
- New Toro Equipment includes a Two-Year (2) Manufacturer's Warranty
- Equipment set-up and delivery at no additional charge.
- Applicable Sales tax is not included in quoted pricing or financing
- Quote is valid for 30 days.
- *National IPA Contract Pricing for qualified, registered participants only

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Ed Eschbacher SCPS
Outside Sales Representative
314-803-6295

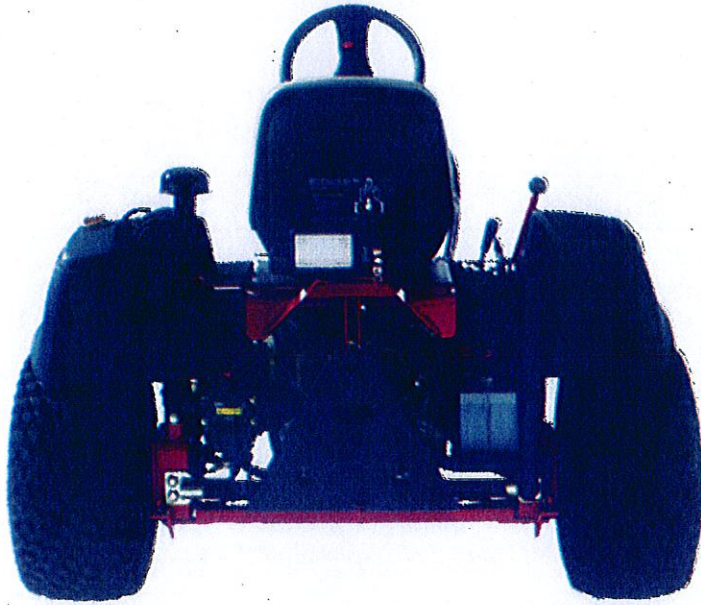
Joe Buege SCPS
Inside Sales Representative
800-492-9352

MTI Distributing, Inc. 4830 Azelia Ave STE 100, Brooklyn Center, MN 55429

Reelmaster® 5210 (03660)



Sand Pro® 3040 (08703)



Material Handler





Participating Agency List

Date: January 14, 2012



NIPA8324	131st Bomb Wing Missouri Air National Guard	10800 Lambert Int'l Blvd - Mailstop 26
NIPA2938	37th Juvenile Office	PO Box
NIPA7663	ADAIR COUNTY FAMILY SUPPORT DIVISION	
NIPA8110	ADMIN HEARING COMMISSION	
NIPA7665	AIR POLLUTION CONTROL PRO	
NIPA8771	ALTERNATIVE RESOURCE CENTER	
NIPA3962	Alzheimer's Association	9370 Olive
NIPA0030	ANDERSON HOSPITAL CANCER CENTER	11755 Riverview Dr.
NIPA0903	Applied Scholastics International	11901 Wornall Rd
176628	AVILA UNIVERSITY	
NIPA7333	Bailwin Golf Club	
NIPA7695	BATES COUNTY FAMILY SUPPORT DIVISION	
NIPA7698	BELLEFONTAINE HABILITATION CENTER	
NIPA8659	Bel-Ridge Police Department	8920 Natural Bridge Rd.
NIPA7702	BENNETT SPRING STATE PARK	
NIPA4102	Blue Springs Fitness LLC	1300 N Hwy 7
NIPA3642	Blue Springs School District	1801 NW Vesper
NIPA8334	BOARD OF HEALING ARTS	1125 Locust Street
NIPA1058	Board of Police Commissioners Kansas City MO	
NIPA7704	BOONE COUNTY FAMILY SUPPORT DIVISION	6301 Rockhill Rd
NIPA4259	Boys and Girls Clubs of Greater Kansas City	110 W. Adams Street Suite 204
NIPA2219	Branson Airport LLC	1570 South Main
NIPA2050	Bridgeway Behavioral Health	

NIPA7710	CALLAWAY COUNTY FAMILY SUPPORT DIVISION	15800 Calvary Road
176789	CALVARY BIBLE COLLEGE AND THEOLOGICAL SEMINARY	
NIPA7711	CAMDEN COUNTY FAMILY SUPPORT DIVISION	301 N. Clark
NIPA7377	Cape Girardeau Public Schools	310 W. 4th Street
NIPA1243	Carthage Police Department	300 South River Street
NIPA0856	Carthage Water & Electric Plant	1711 Ward Ave
NIPA14009	Caruthersville Public School District 18	2501 W Wall Street, Ste 100
NIPA2245	Cass County Sheriff's Office	300 E. 36th Street
NIPA6779	Catholic Diocese of Kansas City-St. Joseph	
NIPA8116	CEDAR COUNTY DSS FAMILY SUPPORT DIVISION	
NIPA8117	CENTER FOR BEHAVIORAL MED	
176938	Central Bible College	3000 N Grant Ave
NIPA7719	CHILD SUPPORT ENFORCEMENT	
NIPA7720	CHILD SUPPORT ENFORCEMENT PROGRAM - FAMILY SUPPORT DIVISION	
NIPA7721	CHILDRENS DIVISION	
NIPA8118	CHILDRENS TRUST FUND	
NIPA14923	Church of the Resurrection - Downtown	818 Grand Blvd, #450
NIPA1540	Circuit Court of Jackson County	415 E. 12th Street
NIPA2459	City of Belton	506 Main St.
NIPA1233	City of Belton - Parks and Recreation Dept.	16400 North Mullen Road
NIPA8479	CITY OF BLUE SPRINGS, MISSOURI	903 W MAIN ST
NIPA7087	City of Branson	110 W. Maddux
NIPA2159	City of Breckenridge Hills	9623 Saint Charles Rock RD
NIPA1137	City of Cape Girardeau	401 Independence St.
NIPA6708	City of Carthage - City Hall	326 Grant Street
NIPA3606	CITY OF COLUMBIA	
NIPA15069	City of Clayton	10 N Bemiston
NIPA0476	City of Columbia (MO)	800 Cherry Street Lower Level
NIPA1472	City of Creve Coeur	300 N. New Ballias Road
NIPA2060	City of De Soto	17 Boyd Street
NIPA7273	City of Des Peres	1050 Des Peres Road
NIPA2098	City of Eureka	P.O. Box 125
NIPA1681	City of Farmington	110 West Columbia Street
NIPA8120	CITY OF FULTON	
NIPA1053	City of Hazelwood	415 Elm Grove Lane
NIPA0588	City of Independence (MO)	PO Box 1019
NIPA0262	City of Kansas City	414 E 12th St, Room 2204, City Hall